



MINUTES OF THE ANNUAL GENERAL MEETING OF THE LENHAM PARISH COUNCIL  
HELD ON THE 2nd MAY 2018 AT THE COMMUNITY CENTRE AT 7.30pm

**PRESENT** Cllr. R Greenwood, Chairman presiding.  
Cllrs. M Ballard, J Britt, M Cockett, P Culver, C Huggens, S Knowles,  
N Osborne, P Scrivens, J Smith-Essex, A Ratcliffe & A Walmsley.  
M McFarlane (Clerk & RFO) Cllr. T Griffiths representing Harrietsham council.  
3 Members of the public.

- 18/01 **APOLOGIES AND APPROVAL OF ABSENCES**  
The Council accepted the reason for apology for absence from Cllr. M Michaelas (work commitment)  
County Cllr. S Prendergast (work commitment)
- 18/02 **TO RECEIVE DECLARATIONS**  
Declarations of interest on Agenda items. No declarations received.  
Declarations of changes to the Register of Interests. None were declared.  
Request for dispensations. No requests received.
- 18/03 **TO REQUEST NOTIFICATION**  
The Chairman requested notification of intention to film, photograph or record any items.  
No notification received.
- 18/04 **ELECTION OF CHAIRMAN**  
Cllr. Walmsley proposed and Cllr. Ballard seconded the nomination of Cllr. Greenwood.  
It was **RESOLVED** that Cllr. Greenwood be elected as Chairman.
- 18/05 **ELECTION OF VICE CHAIRMAN**  
Cllr. Greenwood proposed and Cllr. Scrivens seconded the nomination of Cllr. Walmsley.  
It was **RESOLVED** that Cllr. Walmsley be elected as Vice-Chairman.
- 18/06 **FORMATION OF COMMITTEES**
- A **Finance and General Purposes**  
Cllr. Greenwood offered to continue chairing the F & GP meetings. All Cllrs. agreed.  
Cllr. Greenwood and Cllr. Walmsley sit on the committee as ex-officio members.
- Cllr. Cockett nominated and Cllr. Huggens seconded the nomination of Cllr. Ballard.  
It was **RESOLVED** that Cllr. Ballard be elected to sit on the F & GP Committee.
- Cllr. Knowles nominated and Cllr. Culver seconded the nomination of Cllr. Cockett.  
It was **RESOLVED** that Cllr. Cockett be elected to sit on the F & GP Committee.
- Cllr. Smith-Essex nominated and Cllr. Scrivens seconded the nomination of Cllr. Osborne.  
It was **RESOLVED** that Cllr. Osborne be elected to sit on the F & GP Committee.
- Cllr. Ballard nominated and Cllr. Osborne seconded the nomination of Cllr. Huggens.  
It was **RESOLVED** that Cllr. Huggens be elected to sit on the F & GP Committee.
- B **Planning & Neighbourhood Plan**  
Cllr. Walmsley offered to continue chairing the Planning meetings. All Cllrs. agreed.  
Cllr. Greenwood and Cllr. Walmsley sit on the committee as ex-officio members.
- Cllr. Cockett nominated and Cllr. Huggens seconded the nomination of Cllr. Ratcliffe.  
It was **RESOLVED** that Cllr. Ratcliffe be elected to sit on the Planning Committee.



Cllr. Culver nominated and Cllr. Osborne seconded the nomination of Cllr. Huggens. It was **RESOLVED** that Cllr. Huggens be elected to sit on the Planning Committee.

Cllr. Huggens nominated and Cllr. Scrivens seconded the nomination of Cllr. Ballard. It was **RESOLVED** that Cllr. Ballard be elected to sit on the Planning Committee.

Cllr. Smith-Essex nominated and Cllr. Ballard seconded the nomination of Cllr. Cockett. It was **RESOLVED** that Cllr. Cockett be elected to sit on the Planning Committee.

**18/07** **SPOKESPERSONS FOR ENVIRONMENT MATTERS**

Final decisions on spokespersons is a work in progress.

**18/08** **HARRIETSHAM PARISH COUNCIL MEETINGS**

The Clerk circulated the rota for the attendance of LPC Cllrs. at the HPC meetings.

**18/09** **DATES AND TIMES OF PARISH COUNCIL MEETINGS**

Cllr. Knowles proposed, Cllr. Cockett seconded and it was **RESOLVED** all meeting dates and times remain the same. The details will be advertised on the notice boards and web-site.

Cllr. Greenwood signed the declaration of acceptance of office as Lenham Parish Council Chairman. Following the completion of the above business, the Clerk closed the AGM and the Chairman opened the meeting of the LPC to the public at 7.40pm.

**PUBLIC PARTICIPATION**

A resident requested the WCs be reopened in time for the Country market on Sunday May 13<sup>th</sup>. The Clerk confirmed that providing all repair works are complete the facility will be available.

The Community Warden requested vigilance as rogue traders knocking doors offering roof repairs have been reported. Cold callers were also operating locally offering changes of utility providers. The stencilling work to deter dog fouling has been rescheduled, the Community Warden and Civic Officer from MBC will be highlighting hot-spot areas.

Cllr. J Sams thanked the council for a well organised and attended Annual Parish Assembly. The Clerk thanked Cllr. Smith-Essex for organising the new pop-up LPC banners.

The Chairman welcomed Cllr. Griffiths from Harrietsham Parish Council, who reported on the progress being made with Speedwatch, volunteers have joined from Platts Heath. The HPC will no longer have three representatives on the Village Hall Committee only one representative will continue. The primary school will have a May Fair on May 20<sup>th</sup>. Parking problems at the school remain an issue, meetings will be organised with police reps and Highways to look at options for safer parking.

**18/10** **APOLOGIES AND APPROVAL OF ABSENCES**

The Council accepted the reason for apology for absence from Cllr. M Michaelas & County Cllr. S Prendergast (work commitment)

**18/11** **TO RECEIVE DECLARATIONS**

Declarations of interest on the Agenda items. No declarations received.  
Declaration of changes to the Register of Interests. None were declared.  
Request for dispensations. No requests received.

**18/12** **TO REQUEST NOTIFICATION**

The Chairman requested notification of intention to film, photograph or record any items.  
No notification received



- 18/13 **TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING**  
Cllr. Scrivens proposed, Cllr. Ballard seconded, and it was **RESOLVED** that the minutes of the Parish Council Meeting held on the 4<sup>th</sup> April 2018 were a true record and were approved and adopted.
- 18/14 **PROGRESS OF RESOLUTIONS** (For information purposes only)  
Tree removal works to the rear of the Community Centre should be complete this month.
- 18/15 **PROPOSALS FOR PUBLIC CONVENIENCES**  
The running costs for the WCs is approximately £5000 per year (£2500 grant from MBC)  
The facilities are not up to modern standards and need a complete refurbishment. Funding for improvement works will be investigated. Cllrs. Greenwood and Ratcliffe will work on proposals for re-modelled facilities which would include provision for disabled users. Vandalism problems can be overcome, in principal Cllrs. agree to continue providing the facility, subject to a review.
- 18/16 **NEIGHBOURHOOD PLAN REPORT**  
A traffic assessment is being undertaken and a report of the findings will be available end of August. The NHP consultant is the project manager of the assessment, Cllrs. Walmsley and Scrivens will liaise with the consultant and report to LPC.  
Cllr. Cockett reported on the Glebe pond proposed improvement works and the suggested transfer of the area to the Lenham Meadows Trust. Details will be available following a meeting with the land owners and discussed as an agenda item at the June council meeting.  
Following new details, the draft environmental assessment will be reviewed in line with NHP options. School capacity is under pressure and expansion will be required in line with increased dwellings.
- 18/17 **TO RECEIVE THE MINUTES & RECOMMENDATIONS OF THE FINANCE & GENERAL PURPOSES MEETING**  
Weed spraying will be organised for the High Street and new plants for the beds considered.  
Cllr. Cockett proposed, Cllr. Greenwood seconded, and it was **RESOLVED** that the minutes of the F & GP meeting of the 18<sup>th</sup> April were a true record and were approved and adopted.
- 18/18 **TO RECEIVE THE MINUTES AND RECOMMENDATIONS OF THE PLANNING COMMITTEE MEETING**  
Cllr. Osborne reported on negotiations with the Paddock developers in relation to drainage easement. The committee have noted poor quality plans being received and a lack of communication from MBC  
Cllrs. will consider a letter of complaint to the planning department and request a response to full council for further consideration.  
Cllr. Ballard is working on the Traffic Road order on Ashford Road to bring the speed limit down to fifty mph, hopefully joining with Harrietsham from the parish boundary past Ham Lane, Faversham Road junction and finishing past Old Ashford Road.  
Cllr. Ratcliffe proposed, Cllr. Greenwood seconded, and it was **RESOLVED** that the minutes of the Planning meeting of the 18<sup>th</sup> April were a true record and were approved and adopted.
- 18/19 **TO RECEIVE REPORTS FROM COUNCIL SPOKESPERSONS**  
Cllr. Walmsley reported on proposals for double yellow lines on the Doddington side of Faversham Road junction, residents close to the junction have been informed and asked for feedback.  
The reinstatement of the east bound pedestrian island, with possible solar lighting and a flashing warning sign are also being considered. These improvements to the junction are being undertaken by KCC during the summer. Improvements to the Ham Lane and High Street junction with extra signage are being considered by KCC Highway department. The SID data is collated monthly.  
Cllr. Scrivens confirmed new lighting units will be installed at Platts Heath and Sandway this month.  
  
Cllr. Culver suggests improved CCTV coverage, Cllr. Ballard will chase S106 monies.  
Cllr. Smith-Essex reported the face book page is being used regularly often with over 1000 posts.

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# **REPORTS FROM COUNCILLORS ATTENDING OUTSIDE MEETINGS**

Cllr. Osborne reported on positive cooperation between the three representatives of the Lenham Wanderers Football Club and the three councillors on the sub-committee set up to progress the new improved sport facilities and amenities for the village.

A valuation of William Pitt field will be sought, the cost and ownership of land at east Lenham to provide one full size grass football pitch, a junior pitch and possibly a 4G pitch.

The time scale to achieve such improvements could be between 3 – 5 years. Drainage, car parking, access, security, and a pavilion with full facilities are under discussion. A regular report will be made to the council as the project progresses. Other sporting facilities and play areas will be considered.

Cllr. Greenwood awaits correspondence from the managers of the Lenham Nursery concerning the option of using the top end of the allotment site for a stand-alone nursery facility.

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## **ACCOUNTS**

### **To approve accounts for payment (Details of accounts to be tabled)**

Lenham Community Centre. Room hire	4884	245.00
Made by Falcon. Web-site Service April	4885	50.00
Forest Security Systems. WCs door locking timer	4886	246.00
Open Spaces Society. Annual membership	4887	45.00
Made by Falcon. Web-site annual hosting fee	4888	72.00
KALC Annual membership 2018/19	4889	1133.40
Cannon Hygiene Duty of care WCs. May-July	4890	93.95
Down to Earth. Handyman duties April	4891	435.00
M McFarlane Petty cash (Annual Assembly)	4892	519.06
B Schroder. Town Crier gift	4893	105.60
Amiga Security. CCTV maintenance	4894	54.00
Lenham Village Store. Annual Assembly	4895	166.72
Jen Contractors WCs/Litter/Dog bins	4896	912.00
Salaries and expenses detailed as Appendix A and filed with a signed copy of these minutes.		

### **Details of monies received**

Maidstone Borough Council. Precept payment 2018/19	Bacs	124,497.00
A W Court. Cemetery fees.	Chq.	720.00
South East Water Compensation Allowance	Credit	60.00

Cllr. Ballard proposed, Cllr. Knowles seconded, and it was **RESOLVED** to make the payments.

Cllrs. Osborne and Cockett signed the cheques on behalf of Lenham Parish Council.

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## **CORRESPONDENCE RECEIVED** (For information only)

No correspondence to report.

The meeting closed at 9.15pm